



CAREER SCHOLARSHIP ACCOUNT

SPENDING CATEGORIES





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Ref. IC 20-51.4-2-3.8

The Career Scholarship Account (CSA) program provides 10th, 11th, and 12th-grade students opportunities for internships, apprenticeships, career exploration, and coaching from preapproved organizations.

CSA funding can be used on classes and equipment that apply to the student's chosen program, certification and credentialing exams, post-secondary education and training, and transportation.

This list is not exhaustive. The Treasurer of State (TOS) reserves the right under statute to approve or deny items not listed. The CSA provider must invoice for the expense to be reimbursed. TOS is unable to reimburse a student or parent for any expense.

Career Coaching and Navigation Services

The CSA may fund career coaching and navigation services that center on career exploration, engagement, and experience for the student.

Approved expenses:

- **For intermediaries only:** Program participation fee
- Admission fees to industry or work conferences
- Career interest and personality assessments
- Career coaching sessions

Excluded expenses:

- Program participation, application, or enrollment fees for employer, organization, or school
- Room, board, and meals for industry or work conferences
- College visits



Postsecondary Education and Training

The CSA may fund postsecondary education and training (any additional education and training outside of high school) needed for the student's CSA program.

Approved expenses:

- Tuition and fees required for the student's enrollment or attendance at an eligible educational institution
- Required textbooks, learning modules, and instructional items (curriculum)
- Certification exams and tests aligned to the student's CSA program

Excluded expenses:

Transportation

The CSA may reimburse travel expenses **up to \$625** for CSA work-based learning program requirements **IF** the student's CSA provider matches the transportation expense **AND** the student provides proof of hardship.

Approved expenses:

- **Mileage reimbursement*** (Qualified expense for all-inclusive providers only) - See below for policy and eligibility.**
- **Driver's Education*** (Up to \$1,000 IF required by CSA program) - See below for policy and eligibility.**
- Transportation to CSA postsecondary education institution
- Public transportation (Citilink, IndyGo, Transpo, etc.)
- Bus service (school district bus, employer bus, etc.)
- Transportation to work visits and conferences
- Transportation to work experience
- Rideshare (Uber, Lyft, Taxi, etc.)
- Gas cards
- Parking

Excluded expenses:

- Duplicate requests for mileage reimbursement when multiple students are carpooling
- Airfare or unreasonable methods and lengths of transportation determined by TOS
- Purchase or lease of a motor vehicle, motorcycle, or bicycle
- Transportation by electric scooters (i.e. Bird, Lime)
- Vehicle insurance

[*Career Scholarship Account \(CSA\) Travel Reimbursement Policy](#)

[**Career Scholarship Account \(CSA\) Transportation Eligibility Form](#)



Equipment and Materials

The CSA may fund equipment, materials, and supplies for the student's CSA program. This will vary depending on the student's program of study.

Approved expenses:

- Personal protective equipment (PPE) and clothing aligned with the student's CSA program including gloves, safety glasses, safety shoes, earplugs or muffs, hard hats, aprons, scrubs, coveralls, respirators, etc. Please call our office with any questions.
- Technology rental (computers, tablets, etc.) and subscription services required for the CSA program
- Reasonable consumables determined by TOS for the work-based learning portion of the program
- All equipment and supplies required for work-based learning experience

Excluded expenses:

- Unreasonable consumables determined by TOS (nails & screws, cleaning supplies, etc.)
- Computers, tablets, cell phones, and hardware to be owned by the student (technology can be purchased and rented out to students)
- Clothing including work clothes, school uniforms, and cap & gown
- Desk and other office furniture
- Food



Other Category Expenses

Approved expenses:

- Career and Technical Education tuition and fees
- Criminal background check

Excluded expenses:

- Early withdrawal fees
- Late fees

Scholarship Accounts Division

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